

**U.S. Peace Corps/Guatemala seeks to contract a
Programming and Training Specialist for Youth in Development Program**



Peace Corps is a U.S. Government agency that works in over 60 countries around the world to bring U.S. American Volunteers to work side by side with local partners for two years. Peace Corps/Guatemala's **Youth in Development Program** assists Guatemalan youth to effectively transition to become healthy, productive, civically engaged adults.

We are seeking an exceptional candidate for the role of Programming and Training Specialist (PTS) to implement a comprehensive training program to support 30-40 Program Volunteers serving in five departments of the western highlands. Ideal candidate will work with the Youth in Development Program to plan, develop and implement programming and training activities, provide technical guidance to Volunteers and assist in the overall program development. The PTS is supervised by the Program Manager and reports to the office located in Santa Lucía Milpas Altas, Sacatepéquez.

Required Qualifications:

- a) **Education:** Bachelor's degree or advanced studies in adult education, pedagogy, social studies, , or relevant field. Master or advance studies in education, social or gender studies, community development or related field is preferred.
- b) **Experience:** At least 3 years of experience with adults and youth (+12 years old) education and group facilitation, is required. 2 years of experience in working with adults or youth (+12 years old), either in formal education settings or through positive youth development programs, social work, gender equity, Assets Based Community Development and/or Organizational Capacity Development is preferred.
- c) **Language:** Level IV (fluent) in spoken and written English and Spanish.
- d) **Knowledge:** Adult education, Online Learning Platforms for training, gender analysis, community analysis, and cross cultural communication theories. Familiarity with Guatemalan governmental ministries and organizations in the field and the implementation of projects in an urban or rural context.
- e) **Abilities and Skills:**
 - Must demonstrate ability to work independently and collaboratively with a diverse group of people in a multicultural and multilingual environment.
 - Developing and maintaining mid-level and local contacts within the host government, international aid agencies, and private sector.
 - Planning, organizing and executing specific activities within the project and to prepare precise, analytical reports.
 - Ability to drive independently to the field several times a month for overnight visits
 - Ability to drive a 4 wheel drive vehicle and 15 passenger micro-buses on rural terrain. Selected Candidate must be able to pass a US Embassy and/or Peace Corps-issued driving test.
- f) **MUST Specify the following Experience and Skills in your application:**
 - Skills on the use of digital platforms for training design, delivery and/or assessment, be explicit (provide at least one example and mention time of experience)
 - Proficiency on computer skills (Microsoft Office)

Compensation ranges from Q149,000 to Q290,000 per year and will be negotiated based on documented salary history and experience, other bonuses to be made in accordance with local labor law. Must be a Guatemalan Citizen or possess a Guatemalan Residency and/or Work Permit at the time of application. Relocation assistance not offered.

Please submit in **English and in PDF** format to the following e-mail address GT-HR@peacecorps.gov, no later than July 19, 2021 and identify your application in the subject as: **PTS YID**.

- Up to 3 page resume including at least three professional references (one should be the current or most recent supervisor) and salary history
- Letter of interest that highlights all of the required qualifications, specifies experience and skills, and your current/previous salary. If you have a relationship with anyone that works with Peace Corps/Guatemala, you must provide their name(s) and relationship
- Copy of Guatemalan driver's license or proof of ability to drive in Guatemala and Guatemalan ID or residency document.
- Please do not submit photographs, personal information or any other documentation not mentioned here (certificates, diplomas, etc.)

Applications must follow the above instructions otherwise they will not be considered.